

**Employment and Assistance  
Appeal Tribunal** British Columbia

**Written Submission Extension Request**

To request more time to make a submission you must submit this form before the deadline for submissions. You must give a reason for your request. The Tribunal will seek the consent of the other party. The Tribunal Chair will make the final decision about your request for an extension.

|  |                   |               |                       |
|--|-------------------|---------------|-----------------------|
| <b>To be completed by Appellant</b>              |                   |               |                       |
| Name   | Telephone Number  | Appeal Number |                       |
| Reason(s) for the request for extension of time: |                   |               |                       |
| How long of an extension are you requesting?     |                   |               |                       |
| Appellant's signature                            |                   |               | Date (Month/Day/Year) |
| <b>To be completed by the Ministry</b>           | Consent Provided? | Yes           | No                    |
| Name   |                   |               |                       |
| Signature  |                   |               | Date (Month/Day/Year) |
| <b>To be completed by the Tribunal Chair</b>     | Consent Provided? | Yes           | No                    |
| Reason(s) for the decision:                      |                   |               |                       |
| Tribunal Chair's Signature                       |                   |               | Date (Month/Day/Year) |

**Send the completed form to:**

Employment and Assistance Appeal Tribunal  
Toll Free Fax: 1-877-356-9687  
Fax in Victoria: 250-356-9687  
[Email: info@eaat.ca](mailto:info@eaat.ca)

**Questions? Call Toll Free: 1-866-557-0035, or in Victoria: 250-356-6374**

*Living and working with gratitude and respect on the traditional territories of Indigenous peoples in British Columbia*